SECTION II. NARRATIVE AND BUDGET

A: NEED FOR THE PROJECT (8 total available points)

The purpose of this section is to identify the issue or need that the project will address. Provide documentation that clearly identifies the need for this project. Projects should keep in mind that part of the intent of ARPA funds is to recover from impacts of COVID-19.

Application Question Number	Application Question	2 Points	1 Point	0 Points	Points Awarded	Comments/Reasoning
A.1	Describe the purpose and anticipated outcomes of the project proposed for funding in this application.	Project purpose is clearly explained, and anticipated outcomes are measurable and clearly relate to project purpose.	Project purpose is somewhat explained, anticipated outcomes are not measurable and/or do not clearly relate to project purpose.	Project purpose not explained.		
A.2	Describe the need for this project, including explanation of needs which have arisen or been worsened by the COVID-19 pandemic. Provide documentation to demonstrate this local need (including demographic, socio-demographic, and economic evidence that supports your claims).	The community need is clearly identified as it relates to the project, and related to the project purpose and outcomes; adequate local data provided to support the need.	Community need is somewhat identified as it relates to the project purpose and outcomes, and/or limited local data provided to support the need.	Community need is not identified as it relates to the project purpose and outcomes, and/or no local data provided to support the need.		
A.3	Who will be served by the proposed project?	Population(s) to be served clearly identified.		Population(s) to be served not identified.		
A.4	What benefits will the project have for the broader community?	Project benefits clearly explained and will create significant positive impacts for the community.	Project benefits only somewhat explained and/or will result in minor positive impacts for the community.	Project would not result in significant positive impacts for the community.		
				Total Points:	[Total]	

B: MEETING THE NEED (6 total available points)
The purpose of this section is to explain how the project meets an identifiable, quantifiable community need. Describe how the project will meet the need/issue described in Section A: Need for the Project.

Application Question Number	Application Question	2 Points	1 Point	0 Points	Points Awarded	Comments/Reasoning
B.1	How will the proposed project meet the needs identified in Section A?	Applicant clearly explains how the project will meet the needs identified and enable better outcomes for the individuals served.	Applicant somewhat relates project to needs identified, and/or does not clearly explain how project will enable better outcomes for individuals served.	Applicant does not explain how project will meet the needs identified or enable better outcomes for individual served.		
B.2	Explain any negative impacts of the COVID-19 pandemic on the populations served which will be addressed through the proposed project.	COVID-19 impacts and how they will be addressed through the proposed project clearly explained.		COVID-19 impacts and how they will be addressed through the proposed project not explained.		
B.3	Please briefly describe your agency's background and explain why your agency is well positioned to carry out the proposed project.	Agency's background and expertise to carry out the proposed project clearly explained.	Agency's background clearly explained, but expertise to carry out the proposed project not clearly identified.	Neither the agency's background nor expertise to carry out the proposed project is explained.		
				Total Points:	[Total]	

C: TIMING (6 total available points)
The purpose of this section is to demonstrate how the agency will complete the scope of services within the expenditure period.

Application Question Number	Application Question	2 Points	1 Point	0 Points	Points Awarded	Comments/Reasoning
C.1	Provide project timeline demonstrating ability for construction to begin by November 2023, and be completed by June 30, 2026.	Realistic, detailed timeline provided with appropriate timing for successful execution and completion.	Timeline provided, but not enough detail provided to determine appropriateness for successful completion.	No timeline provided or timeline provided extends beyond the expenditure period.		

C: TIMING (6 total available points)					
The purpose of this section is to demonstrate how the agency will complete the scope of services within the expenditure period.					
Application Question Number	Application Question	2 Points	1 Point	0 Points	Points Awarded	Comments/Reasoning
C.2	Please explain a plan to ensure sustainability of this project once construction is completed, maintaining a minimum operation period of at least five (5) years.	Minimum operation period of 5 years is included, and applicant plans to ensure project sustainability clearly identified.	Minimum operation period of 5 years is included, but applicant plans to ensure project sustainability not clearly identified or not included.	Minimum operation period is not identified in application, and applicant plans for project sustainability are unclear or not included.		
C.3	Explain how the agency will track and measure progress of the project.	Metrics for measuring project performance clearly explained and correspond to project outcomes.	Metrics for measuring project performance somewhat explained, and/or do not clearly correspond to project outcomes.	No metrics for measuring project performance identified.		
				Total Points:	[Total]	

D: BUDGET (4 total available points)					
The purpose of this section is for the applicant to provide a detailed budget identifying proposed uses of ARPA funds.					
Application Question Number	Application Question	2 Points	1 Point	0 Points	Points Awarded	Comments/Reasoning
D.1	Total amount requested	Amount requested is justified by the proposal description and does not exceed maximum grant amount.		Amount requested is not justified by the proposal description or exceeds the maximum grant amount.		
D.2	Please provide a complete project budget	A complete and clear project budget was provided and all expenses listed are eligible.	A partial or somewhat clear project budget provided and all expenses listed are eligible.	Project budget is incomplete or ineligible expenses identified.		
				Total Points:	[Total]	

E: OTHER FUNDING (4 total available points)
The purpose of this section is to identify matching funds being leveraged to carry out the proposed program. Matching funds are not required, but are encouraged. Please use this section to describe and document any other sources of investment, both public and private, in this program.

Application Question Number	Application Question	2 Points	1 Point	0 Points	Points Awarded	Comments/Reasoning
E.1	ARPA funds would make up what percentage of the project's overall budget?	30% or less	31- 60%	61- 100%		
E.2	Matching funds are not required. If matching funds are necessary to complete your project, outline the status of securing those funds. Projects that have funding secured will score higher than projects with "proposed funding sources."	Outside funds will be leveraged to maximize community impact, and financial need for ARPA funds is clearly identified.	Applicant is in the process of securing outside funds, and/or financial need for ARPA funds is unclear from application.	No outside funds are being leveraged, or financial need for ARPA funds not identified.		
				Total Points:	[Total]	

F: QUALIFIED CENSUS TRACT (QCT)/NEIGHBORHOOD REVITALIZATIONS STRATEGY AREA (NRSA) (4 total available points)
The purpose of this section is to assess and award additional points if the project is located within and/or primarily serving a QCT and/or NRSA neighborhood.

Application Question Number	Application Question	2 Points	1 Point	0 Points	Points Awarded	Comments/Reasoning
F.1	Is the project site located within a Qualified Census Tract (QCT)? See NOFO for map of QCT's.	Yes		No		
F.2	Is the project site located within one of Beloit's Neighborhood Revitalization Strategy Areas (NRSA) neighborhood? Note: Beloit's NRSA neighborhoods are the Hackett neighborhood (Census Tract 16) and Merrill neighborhoods (Census Tract 18). See NOFO for map of NRSA neighborhoods.	Yes		No		
				Total Points:	[Total]	

SECTION III. ORGANIZATIONAL CAPACITY

A: AGENCY CAPACITY (12 total available points)
The purpose of this section is to evaluate the experience the agency has with similar projects, federal/state grant funding, and any audit/other findings or concerns.

Application Question Number	Application Question	2 Points	1 Point	0 Points	Points Awarded	Comments/Reasoning
A.1	Please briefly describe your agency's background including length of time your agency has been in operation, purpose of the agency, and type of corporation. Explain why your agency is well positioned to provide this proposed activity/service.	Agency's background and expertise to provide the proposed activity/service clearly explained.	Agency's background not clearly explained, and/or expertise to provide the proposed activity/service not clearly identified.	Agency's background is not related to the proposed activity/service and agency's ability to provide the proposed activity/service not clearly explained.		
A.2	For how many years has the agency provided services within the community? Describe services provided.	5+ years	1- 4 years	New program/agency		
A.3	How many years of experience does the applicant have with administering federal or state grant awards? Please describe the type of grant funds received, and number of years funding has been received.	5+ years of experience successfully managing state or federal grant awards.	1- 4 years of experience successfully managing state or federal grant awards, or no experience but applicant clearly explains how they will comply with ARPA program requirements.	No experience managing state or federal grant awards, and applicant does not clearly explain how they will comply with ARPA program requirements.		
A.4	Does the applicant have experience managing construction projects? Describe that experience.	Experience managing commercial construction project(s).	Experience managing residential construction project(s), or no experience but applicant clearly explains how they will comply with ARPA program requirements.	No experience managing construction projects, and applicant does not clearly explain how they will comply with ARPA program requirements.		

	A: AGENCY CAPACITY (12 total available points) The purpose of this section is to evaluate the experience the agency has with similar projects, federal/state grant funding, and any audit/other findings or concerns.					
Application Question Number	**Application Question**	**2 Points**	**1 Point**	**0 Points**	**Points Awarded**	**Comments/Reasoning**
A.5	Has the agency had any findings or concerns related to a financial audit or grant monitoring resulting in loss of funding in the past 5 years? If yes, explain and provide documentation that findings or concerns have been resolved.	No	Yes, but acceptable explanation provided and/or basis for complaint has been resolved (with documentation provided).	Yes		
A.6	Has the applicant received any citizen complaints or negative media exposure in the past three (3) years? If yes, explain and provide documentation that complaints have been resolved.	No, or yes but acceptable explanation provided and/or basis for complaint has been resolved (with documentation provided).		Yes, and explanation of complaint not clear and/or basis for complaint has not been resolved.		
				Total Points:	[Total]	
	B: STAFFING CAPACITY (6 total available points) The purpose of this section is to evaluate the experience of agency staff and capacity with federal/state funding, financial management, and record-keeping.					
Application Question Number	**Application Question**	**2 Points**	**1 Point**	**0 Points**	**Points Awarded**	**Comments/Reasoning**
B.1	Describe the staff capacity in place to deliver and complete the project within the identified timeline. Define what entity or organizations will be responsible to oversee all aspects of the project implementation, provide required reporting, and oversee all aspects of the project to completion. Identify organizational staff, consultants or contractors who will be key team members in the successful completion of the project.	Project team and leaders are described, and their roles are thoroughly explained. Team has necessary staff capacity and expertise to execute project successfully within the expenditure period.	Project team and leaders described and their roles somewhat explained. Staff capacity and expertise to execute project successfully within the expenditure period not clearly identified.	Project team and leaders not clearly described, or staff capacity and expertise to execute project successfully within the expenditure period not identified.		

	B: STAFFING CAPACITY (6 total available points) The purpose of this section is to evaluate the experience of agency staff and capacity with federal/state funding, financial management, and record-keeping.					
Application Question Number	**Application Question**	**2 Points**	**1 Point**	**0 Points**	**Points Awarded**	**Comments/Reasoning**
B.2	Describe your financial management department, identify key staff, and include how your agency will account for ARPA funds and follow the federal financial requirements.	Organization's financial management infrastructure and key staff clearly identified, demonstrating organization's capacity to successfully manage the ARPA funds.	Organization's financial management infrastructure and key staff clearly identified, and will require technical assistance to establish systems for successfully managing the ARPA funds.	Organization does not provide enough information and/or does not demonstrate ability to successfully manage the ARPA funds.		
B.3	Did agency staff attend at least one of the ARPA program application information sessions?	Yes		No		
				Total Points:	[Total]	